

May 13, 2019 - May 19, 2019

May 2019						
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June 2019						
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Monday, May 13

- ☒ **8:30am - 9:00am (2nd Presentation) FY 2020 Budget - Justice Court** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☒ **9:00am - 10:00am (2nd Presentation) FY 2020 Budget - DES** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☒ **9:00am - 10:00am Meeting at Alluvion Health - Jane** (601 1st Ave N) - Trista Besich
- ☒ **10:00am - 11:30am (2nd Presentation) FY 2020 Budget - Sheriff** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☒ **1:00pm - 2:00pm (2nd Presentation) FY 2020 Budget - C&R** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☒ **2:00pm - 4:00pm (1st Presentation) 3rd Quarter Review/4th Quarter FY2019 Projections, Initial FY 2020 - CCHD** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☒ **3:00pm - 4:00pm (2nd Presentation) FY 2020 Budget - Extension** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☒ **4:00pm - 5:30pm TENTATIVE Meeting with DPHHS - ALL, Owen**

Tuesday, May 14

- ☒ **9:30am - 10:30am Commission Meeting - All** (Commission Chambers) - Fogerty, Bonnie
- ☒ **11:00am - 12:00pm (2nd Presentation) FY 2020 Budget - ExpoPark**
- ☒ **12:00pm - 1:30pm TENTATIVE Meeting with DPHHS - ALL, Owen Robinson, Terry Barber, Carey Ann Haight (TBD)** - Weber, Jane
- ☒ **1:00pm - 8:00pm Joe - Drive to Spokane for WIR / NACo board meeting.** - Briggs, Joe
- ☒ **1:30pm - 2:30pm Meeting with Commissioner Weber, Sheriff Slaughter, Josh Racki** (Tax Appeal Room #116) - Fogerty, Bonnie

Wednesday, May 15

- ☐ **12:00am Out of Office - Jane (OOO)** - Weber, Jane
- ☐ **12:00am NACo WIR Board Meeting - Joe (Spokane)** - Briggs, Joe
- ☒ **8:00am - 10:00am GFDA Executive Committee Meeting - Joe** (2nd Floor Boardroom) - Briggs, Joe
- ☒ **11:30am - 1:00pm Alluvion Board Meeting - Jim** (Courthouse Annex - Room 116) - Besich, Trista K.
- ☒ **11:45am - 1:45pm Optimist Club of GF - Weekly appointment for Joe** (Holiday Inn) - Briggs, Joe
- ☒ **3:00pm - 5:00pm Opportunity Inc. Board Meeting - Jim** (Opportunity Inc. Office) - Fogerty, Bonnie
- ☒ **5:30pm - 7:30pm Copy: CAP meeting** (17 7th Street South - Clark and Lewie's Big Sky Room) - Karen McDaniel

Thursday, May 16

- ☐ **Out of Office - Jane (OOO)** - Weber, Jane
- ☐ **NACo WIR Board Meeting - Joe (Spokane)** - Briggs, Joe
- ☒ **7:00am - 2:00pm Employee Benefit Fair** (Montana ExpoPark) - Fraser, Michaela
- ☒ **10:00am - 11:30am Senior Center Board Meeting - Jim** (Senior Center) - Fogerty, Bonnie

Friday, May 17

- ☐ **Out of Office - Jane (OOO)** - Weber, Jane
- ☐ **NACo WIR Board Meeting - Joe (Spokane)** - Briggs, Joe

Saturday, May 18

- ☐ **Out of Office - Jane (OOO)** - Weber, Jane
- ☐ **12:00am NACo WIR Board Meeting - Joe (Spokane)** - Briggs, Joe

Sunday, May 19

- ☐ **Out of Office - Jane (OOO)** - Weber, Jane

May 20, 2019 - May 26, 2019

May 2019						
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June 2019						
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Monday, May 20

- ☐ **12:00am Out of Office - Jane** (OOO) - Weber, Jane
- ☐ **9:00am - 10:00am Staff Meeting - All** (Commission Chambers) - Fogerty, Bonnie
- ☐ **12:00pm - 1:00pm Conference Call with Ellen Seivert - Jane** (Tax Appeal Room #116) - Baker, Kyler
- ☐ **1:00pm - 1:30pm Bid Opening - Dracut Hill** (Commission Chambers) - Baker, Kyler

Tuesday, May 21

- ☐ **9:00am - 10:30am Planning Board Meeting** (Commission Chambers) - Baker, Kyler
- ☐ **9:00am - 10:00am (2nd Presentation) FY 2020 Budget - Treasurer/Superintendent** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☐ **10:00am - 10:30am (2nd Presentation) FY 2020 Budget - Dept of Technology** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☐ **11:00am - 11:30am (2nd Presentation) FY 2020 Budget - Clerk of Court** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☐ **11:30am - 12:00pm (2nd Presentation) FY 2020 Budget - JDC** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☐ **12:00pm - 1:00pm Lunch with Harry Mitchell and Don Peterson - Jane** (ECC) - Weber, Jane
- ☐ **1:00pm - 4:30pm TENTATIVE Meeting with DPHHS - ALL, Owen Robinson, Terry Barber, Carey Ann Haight** (TBD) - Weber, Jane

Wednesday, May 22

- ☐ **7:00am - 9:00am Chamber of Commerce board of Directors meeting - Joe** (Chamber office) - Briggs, Joe
- ☐ **9:00am - 10:00am Downtown Partnership Meeting - Jane** (NeighborWorks) - Weber, Jane
- ☐ **10:00am - 11:00am Confirmed: MOU between Cascade County & CCD, 310 Law - All** (Commission Chambers) - Fogerty, Bonnie
- ☐ **11:45am - 1:45pm Optimist Club of GF - Weekly appointment for Joe** (Holiday Inn) - Briggs, Joe
- ☐ **12:00pm - 1:30pm Gateway Board of Directors Meeting - Jane** (Gateway Office) - Fogerty, Bonnie
- ☐ **12:30pm - 1:30pm ExpoPark Advisory Board Meeting - Joe** (ExpoPark Paddock Club) - Fogerty, Bonnie
- ☐ **2:00pm - 3:00pm Work Session - All** (Commission Chambers) - Fogerty, Bonnie
- ☐ **3:30pm - 4:00pm (2nd Presentation) FY 2020 Budget - County**

Thursday, May 23

- ☐ **7:00am - 8:30am Breakfast with regents - Joe** (GFC MSU) - Briggs, Joe
- ☐ **8:00am - 9:00am BO/Grant Updates with Mary Embleton - All** (Commission Chambers) - Fogerty, Bonnie
- ☐ **9:00am - 10:30am (2nd Presentation) FY 2020 Budget - Aging Services** (Commission Chambers) - Fogerty, Bonnie
- ☐ **10:30am - 1:30pm TENTATIVE Meeting with DPHHS - ALL, Owen Robinson, Terry Barber, Carey Ann Haight** (TBD) - Weber, Jane
- ☐ **1:30pm - 2:30pm (2nd Presentation) FY 2020 Budget - Commission** (Tax Appeal Room #116)
- ☐ **2:30pm - 3:00pm (2nd Presentation) FY 2020 Budget - HR/Safety** (Tax Appeal Room #116) - Fogerty, Bonnie
- ☐ **3:00pm - 4:30pm TENTATIVE Meeting with DPHHS - ALL, Owen Robinson, Terry Barber, Carey Ann Haight** (TBD) - Weber, Jane
- ☐ **4:00pm - 5:30pm The History Museum Board - Jane** (The History Museum)
- ☐ **5:30pm - 7:30pm HPAC Awards - Jane** (CM Russell Museum) -

Friday, May 24

- ☐ **9:00am - 12:00pm TENTATIVE Meeting with DPHHS - ALL, Owen Robinson, Terry Barber, Carey Ann Haight** (TBD) - Weber, Jane
- ☐ **1:30pm - 2:30pm Discuss Safety//Risk Operations - All** (Commission Chambers) - Fogerty, Bonnie

Saturday, May 25

Sunday, May 26

AGENDA # _____ DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM Approved checks issued since 03/26/2019

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 294032 through #294213 totaling \$479,709.63 and EFT's #91011146 through 9101149 totaling \$400,564.74 for an A/P total of \$880,274.37 dated 04/01/19 thru 04/05/19.

A listing of all paid checks is available in the Cascade County Commissioners Office.

AGENDA # _____

DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM Approved checks issued since 04/06/2019

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 294214 through #294408 totaling \$651,897.16 and EFT's #91011150 through 9101161 totaling \$304,113.91 for an A/P total of \$956,011.07 dated 04/08/19 thru 04/12/19.

A listing of all paid checks is available in the Cascade County Commissioners Office.

AGENDA # _____ DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM Approved checks issued since 04/13/2019

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 294409 through #294582 totaling \$496,698.56 and EFT's #91011162 totaling \$470.59 for an A/P total of \$497,169.15 dated 04/15/19 thru 04/19/19.

A listing of all paid checks is available in the Cascade County Commissioners Office.

CASCADE COUNTY COMMISSION MEETING
April 23, 2019
COMMISSION CHAMBERS
COURTHOUSE ANNEX, ROOM 111
9:30 A.M.

Commission
Journal #59

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). Timestamps are indicated below, in **red**, and will direct you to the precise location should you wish to review a specific agenda item audio segment. These are in draft form until officially approved on May 14, 2019.

Commission: Chairman Joe Briggs, Commissioner James L. Larson, Commissioner Jane Weber

Staff: Carey Ann Haight – Deputy County Attorney, Mary Embleton – Budget Officer, Ian Payton – Deputy Public Works Director, Brian Shepherd – Database and Applications Analyst, Diane Heikkila – Treasurer, Kim Hulten – Aging Services Accountant, Bonnie Fogerty – Commission Office, Marie Johnson and Kyler Baker – Deputy Clerk & Recorder

Public: Steve Irwin and Jenn Rowell

Call to Order: Chairman Briggs called the meeting to order.

Reading of the Commissioners' calendar: Bonnie Fogerty read the calendar. **00:11**

Purchase orders and accounts payable checks: *See agenda for payment information.* Commissioner Weber made a **MOTION** to approve purchase orders and accounts payable warrants. **Motion carries 3-0 05:32**

Treasurer's Report: Diane Heikkila read the report. **06:04**

Consent agenda: Routine day-to-day items that require Commission action. Any Commissioner may pull items from the Consent Agenda for separate discussion/vote.

Approval of the Minutes and Consent Agenda Items: Commissioner Larson made a **MOTION** to (A) Approve minute entries (April 9, 2019), (B) Approval of Routine Contracts as Follows:

Consent Agenda

Tax Appeal Board Appointments: (2) Vacancies 07:58

<u>Applicant(s):</u>	<u>Term Expiration:</u>
Arthur W. Dickhoff	April 30, 2019
(Alternate): Patty Taurman	April 30, 2019

Senior Advisory Board Appointments: (15) Vacancies 08:35

<u>Applicant(s):</u>	<u>Category:</u>	<u>Term Expiration:</u>
Sandra J. Clarke	Foster Grandparent	April 30, 2021
Dale Crosby	Community Member	April 30, 2023
Julie Demarais	Caregiver/Guardian	April 30, 2021

Resolution 19-27: Prosecutorial Assistance in the matter of TK-265-2019-0000838. **09:55**

Resolution 19-28: Budget Appropriation moving excess cash from fund 4125 to 5750 for the Grandstands and Paddock Club replacement projects. Total Amount: \$500
(Ref: Resolution 19-22, R0368399) **10:11**

Resolution 19-29: Budget Appropriation establishing budget authority for the Mental Health Local Advisory Council. (Ref: Resolution 19-06, R0366136 and Contract 19-08, R0366141) **10:45**

Contract 19-42: Modification #2 to DPHHS Purchase Service Contract #16221000008. Increase: \$671,023 Total Amount: \$1,675,477
(Ref: Contract 15-138, R0312242 and Contract 18-196, R0368399) **11:06**

Contract 19-44: Montana Dept. of Commerce TSEP Contract Amendment #MT-TSEP-PL-19-135A Extension Date: July 31, 2020 (Ref: Contract 18-104, R0356203) **11:50**

Motion carries 3-0 12:40

AGENDA ITEM #1 12:49

Motion to Approve or Disapprove:

Historical Preservation Advisory Commission: (4) Vacancies

Applicant(s):

Carol Bronson
Megan Sanford
Gerald (Jerry) Stinson
Steven D. Taylor
Suzanne Waring

Term Expirations:

1 appointment for 3 years
2 appointments for 2 years
1 appointment for 1 year

Commissioner Weber made a **MOTION** to appoint Suzanne Waring to a three (3) year term, Steve Taylor and Carol Bronson to two (2) year terms and Jerry Stinson to a one (1) year term. **16:29**

Chairman Briggs stated for the record that Carol Bronson resigned in July 2017 and Suzanne Waring was appointed to fill the rest of that term on August 22, 2017. **18:25**

Commissioner Larson makes comments about all being great candidates. **18:45**

Commissioner Weber comments stating that she thinks having Jerry Stinson and Steven Taylor is good for their connection to the rural areas. **19:40**

Motion carries 3-0 20:16

AGENDA ITEM #2 20:21

Motion to Approve or Disapprove:

Stockett Water & Sewer District Appointments: (5) Vacancies

Applicant(s):

Melvin R. Brown
Joshua Jerome Eli
Janet Gondiero
Christopher Robert Kindred
Lanni M. Klasner

Term Expirations:

2 appointments for 3 years
2 appointments for 2 years
1 appointment for 1 year

Chairman Briggs thanks Commissioner Larson for setting up a public meeting and getting five applicants for this board. **20:41**

Commissioner Larson made a **MOTION** to appoint Lanni Klasner for a one (1) year term, Melvin R. Brown and Christopher Kindred to three (3) year terms and Joshua Eli and Janet Gondiero to two (2) year terms.

Motion carries 3-0 24:24

AGENDA ITEM #3 24:28

Motion to Approve or Disapprove:

Resolution 19-30: Budget Appropriation increasing budget authority in ExpoPark fund 5750 for the Grandstands and Paddock Club replacement project. Total Increase in Authority: \$408,216

Mary Embleton, Budget Officer, elaborates. **24:50-26:42**

Commissioner Weber made a **MOTION** to approve Resolution 19-30: increasing revenue budget authority to Transfer In to Fund #5750 in the amount of \$239,500 offset by increasing expense budget authority to Fund #5750 by the same amount plus \$78,716 from reserves for a total increase in expense budget authority of \$408,216.

Motion carries 3-0 27:43

AGENDA ITEM #4 27:47

Motion to Approve or Disapprove:

Resolution 19-31: Requesting distribution of Bridge and Road Safety and Accountability Program Funds Total Amount: \$157,792.00

Ian Payton, Deputy Public Works Director, elaborates. **28:06**

Chairman Briggs states that this is a replacement project, moving Sun Prairie back in the queue. **29:34**

Commissioner Weber made a **MOTION** to approve Resolution 19-31: A resolution requesting distribution of Bridge and Road Safety and Accountability Program Funds for repairs to Dracut Hill and rescind Resolution #19-20, R0368955. **30:23**

Marie Johnson, Chief Deputy Clerk and Recorder, states that she will go back to Resolution 19-20 and document that it has been rescinded and indicate the new resolution number.

31:00

Motion carries 3-0 31:31

AGENDA ITEM #5 31:18

Motion to Approve or Disapprove:

Contract 19-43: CenturyLink Loyal Advantage Agreement Amendment

Annual Savings: \$23,592.00 Total Savings for duration of contract: \$73,152.00

Brian "Shep" Shepherd, IT, elaborates. **31:44**

Chairman Briggs also says this is an increase in the capacity. **33:06**

Commissioner Larson made a **MOTION** to approve Contract 19-43: amendment to CenturyLink Loyal Advantage Agreement allowing for additional Internet Network Capacity. **33:24**

Motion carries 3-0 34:20

Public Participation in decisions of the Board and allowance of public comment on matters the Commission has jurisdiction, on items not covered by today's agenda. (MCA 2-3-103)

Public Comment: NONE

Adjournment: Chairman Briggs adjourned this Commission Meeting at **10:05 a.m.**

CASCADE COUNTY SPECIAL COMMISSION MEETING

December 31, 2018

COMMISSION CHAMBERS

COURTHOUSE ANNEX, ROOM 111

9:30 AM

**Commission
Journal #58**

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of the meeting to reflect all the proceeding of the Board. MCA 7-2-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. This written record is in draft form until officially approved on May 14, 2019.

PRESENT:

Cascade County Commission: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Present: Shanna Bulik-Chism – JDC Administrator, Linda Cargill – Safety, Jessie Slaughter – Sheriff, Corey Reeves – Undersheriff, Kim Thiel-Schaaf – Aging Services Director, Bonnie Fogerty – Commission Office, Marie Johnson and Kyler Baker – Deputy Clerk and Records.

Public: Steve Erwin, Linda Mettam and Jenn Rowell.

Meeting Called to order at 9:30 a.m.

Agenda Item #1: 00:15

Motion to Approve or Disapprove:

Contract 19-48: Equipment Lease Agreement between Cascade County and Yellowstone Kelly's Catering Company. Lease Term: May 18-27, 2019. Total Cost: \$14,855 plus hourly and usage fees.

Carey Ann Haight, Deputy County Attorney, elaborates. **03:28**

Commissioner Weber made a **MOTION** to approve Contract #19-48 authorizing the lease of a mobile kitchen, utility trailer, and power plant and related expenses in the amount of \$14,855 plus usage costs and security deposit from Yellowstone Kelly's from May 18 through May 27, 2019. **07:45**

Motion carries 3-0

Agenda Item #2: 08:21

Motion to Approve or Disapprove:

Contract 19-49: Agent Appointment and Agreement between Cascade County, MACo Property and Casualty Trust (MACo PCT) and Erwin Insurance, Inc.

Linda Cargill, Risk Manager, comments. **09:17**

Commissioner Larson made a **MOTION** to approve Contract #19-49 Agent Appointment and Agreement between Cascade County, MACo Property and Casualty Trust and Erwin Insurance, Inc. **09:37**

Steve Erwin, 117 1st Ave N, made a comment. **10:06**

Motion carries 3-0

Agenda Item #3: 11:46

Motion to Approve or Disapprove:

Senior Advisory Board Appointments:

Applicant(s):

Category:

Carol J. Boughton

Community Member 55 years of age or older

Albert Kunesh

Individual interested in services to the aging

Daniel John McDonald

Community Member 55 years of age or older

Bob Meyers

Supportive Services Provider for individuals 55 yoa or older

Commissioner Weber made a **MOTION** to appoint Bob Meyers with a term expiration of April 30, 2021, Carol J. Boughton with a term expiration of April 30, 2023, Daniel John McDonald with a term expiration of April 30, 2021, Albert Kunesh with a term expiration of April 30, 2023. **15:33**

Motion carries 3-0

Agenda Item #4: 07:45

Motion to Approve or Disapprove:

Contract 18-214: Sub-Entity Agreement for MACoHCT Group Benefit Plan Coverage between Cascade County and the Community Health Care Center.

Effective: December 31, 2018

Carey Ann Haight, Deputy County Attorney, elaborates. **08:18**

Commissioner Larson made a **MOTION** to approve Contract 18-214: The Sub-Entity Agreement for MACoHCT Group Benefit Plan Coverage between Cascade County and the Community Health Care Center, Inc. **11:24**

Motion carries 3-0 11:50

Agenda Item #5: 12:02

Motion to Approve or Disapprove:

Contract 18-215: Lease Agreement between Cascade County and Healthy Mothers/Healthy Babies. Location: Suite 1, 1801 Benefis Court, Great Falls, MT.

Annual Lease Fee: \$250/monthly

Kim Thiel-Schaaf, Aging Services Director, elaborates. **12:32**

Commissioner Briggs made a **MOTION** to approve Contract 18-215: Lease Agreement between Cascade County & Healthy Mothers/Healthy Babies. **14:48**

Motion carries 3-0 14:48

Agenda Item #6: 14:58

Motion to Approve or Disapprove:

Resolution 18-87: Budget Appropriation within the Community Health Care Center for operational expenses. Total Amount: \$41,600

Trista Besich, CHCC CEO, elaborates. **16:24**

Commissioner Larson made a **MOTION** to approve Resolution 18-87: Increasing the operational expenses for the Community Health Care Clinic in the amount of \$41,600.

17:11

Motion carries 3-0 17:58

Public comment on any public matter that is not on the meeting agenda and that is within the Commissioners' jurisdiction. None

Madam Chair Weber comments, wishing everyone a Happy New Year. **18:27**

Adjournment: Madam Chair Weber adjourned this special meeting at 9:49 a.m.

May 3, 2019 – 9:30 a.m.
Cascade County Courthouse Annex
Bid Opening for 24/7 Sobriety and Drug Monitoring Program

Commissioner Journal #59

*These minutes are paraphrased and reflect the proceedings of the Board of Commissioners.
MCA 7-4-2611 (2) (b).*

Staff Present: Chairman Joe Briggs, Commissioner James L. Larson, Commissioner Jane Weber, Sheriff Jesse Slaughter, Undersheriff Cory Reeves, Commission Office Manager Bonnie Fogerty and Deputy Clerk and Recorder Kyler Baker.

Public Present: NONE

At 9:30 a.m., Chairman Joe Briggs, began the bid opening.
Chairman Briggs announced that Cascade County received one (1) bid.
Bid was provided by Compliance Monitoring Systems, LLC, of Great Falls, MT.

Bid Packet from **Compliance Monitoring Systems, LLC**, Great Falls, MT Included:

Bid Form – **ALL COMPLETE**

Consisted of 6 copies and one digital copy on a jump drive.

Cost Proposal:

All costs associated with the 24/7 program is paid by the offender. Cascade County nor Cascade County Sheriff's Office will incur any cost unless a contribution to an indigent fund was considered.

PSAT Test: \$2.00 per test or rate mandated by the Montana Attorney Generals Office.

SCRAM: \$9-9.50 per day (there is a .50 per day charge for Ethernet or WiFi connections)

PharmChem Drug Patch: \$65.00 per patch with a one-time \$50.00 administration fee.

UA Program: \$15.00-\$25.00 per test depending on the tests.

Chairman Briggs stated that staff will take all bids under advisement and make recommendations.

Adjournment: 10:31 a.m.

CASCADE COUNTY WORK SESSION MINUTES

COMMISSION CHAMBERS COURTHOUSE ANNEX

May 8, 2019 – 2:00 P.M.

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). **Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment.** This written record is in draft form until officially approved on May 14, 2019.

COMMISSION
MINUTES
JOURNAL # 59

Board of Cascade County Commissioners: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Staff Present: Rina Fontana Moore – Cascade County Clerk & Recorder, Diane Brien – Accounting, Les Payne – Deputy Public Works Director, Carey Ann Haight – Deputy County Attorney, Mary Embleton – Budget Officer, Kim Hulten – Aging Services, Joshua Blystone – Public Works, Michael Stone – Planner, Sean Higginbotham – IT Director, Lieutenant Landon Kotesky, Bonnie Fogerty – Commission Office, Marie Johnson and Kyler Baker – Deputy Clerk and Records

Public Members Present: None

Chairman Briggs opened the work session meeting at 2:00 pm

Treasurer's Report

Consent Agenda Items:

Department:

Resolution 19-33: Budget Appropriation for Contract #19-42 Modification #2 to DPHHS Purchase Service Contract #1622100008 Total Decrease: \$4,455
(Ref: Contract #19-42)

Aging
00:08

Resolution 19-35: Budget Appropriation increasing budget authority in the ExpoPark Fund 5750 for the Maintenance Department Total Amount: \$7,702

ExpoPark
01:22

Contract 19-45: Memorandum of Understanding by and between Sun River Valley School District No. 55 and Cascade County. The school district will provide housing for a resident Deputy in Sun River. Effective Date: July 1, 2019 – June 30, 2020
Cost to the County: \$1.00/annual **(Item moved to regular agenda)**

Sheriff
02:28

Contract 19-46: MT DPHHS Modification of Purchase of Service Contract #20123LEGL001. Project: IV-E Legal Services. Extension of Effective Date to June 30, 2020. (Ref: Contract 18-130, R0358495)

County Attorney
07:19

Contract 19-47: User Access Licensing Agreement between Cascade County Clerk & Recorder and local title companies. Term of Contract: Until terminated by either side

Clerk & Recorder
08:28

Contract 19-50: Noxious Weed Trust Fund Project Grant Agreement, *Hound Creek, Year 11, Weed Management Area, MDA #2019-033*. Purpose: Perform noxious weed control activities in Cascade County. Effective: May 14, 2019 – October 31, 2020. Maximum Grant Amount: \$46,339 *(Landowner Match)*

Weed & Mosquito
09:32

Contract 19-51: Noxious Weed Trust Fund Project Grant Agreement, *Eden Grant, Year 4, MDA #2019-034*. Purpose: Perform noxious weed control activities in Cascade County. Effective: May 14, 2019 – October 31, 2020. Maximum Grant Amount: \$8,000 *(Landowner Match)*

Weed & Mosquito
11:09

Contract 19-52: Noxious Weed Control Agreement by and between Montana Department of Transportation (MDT) and Cascade County. Purpose: To set forth the terms and conditions for the control of noxious weeds within the limits of the right-of-way on various state highways under the jurisdiction of MDT. Effective: July 1, 2019 – June 30, 2020. Payment from MDT: \$57,000/annual.

Weed & Mosquito
11:44

Contract 19-55: Agreement for an Improvement Strategy Study for the Montana ExpoPark Livestock Zone Between: Cascade County & Conventions, Sports & Leisure International (CSL) Total Cost: \$ 27,500 **(Item moved to regular agenda)**

Commission
12:52

Contract 19-56: MT DPHHS Amendment #2 to Contract #19027210050 for the Commodity Supplemental Food Program FFY 2019 through April 16, 2019. \$3.00 per client/per month, not to exceed \$13,606.

Aging
14:17

CASCADE COUNTY WORK SESSION MINUTES
COMMISSION CHAMBERS COURTHOUSE ANNEX
May 8, 2019 – 2:00 P.M.

(Ref: Contract 19-17, R0368490 and Contract 19-21, R0368491)	
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AGENDA ITEM #1 15:33

Preliminary Plat Approval for Taylor Addition Minor Subdivision

Location: E ½ E ½ NW ¼ and the W ½ W ½ NW ¼ of Section 12, and the SE ¼ SW ¼ and the SW ¼ SE ¼ of Section 1 in Township 19 North, Range 3 East, P.M.M. Cascade County, MT. *Initiated by: Michelle Taylor*

AGENDA ITEM #2 18:29

Cascade County Other Post-Employment Benefits (OPEB) Valuation Award

Contract 19-53: Bartel Associates, LLC Proposal for Cascade County's OPEB Valuation

Contract 19-54: Bartel Associates, LLC to perform Actuarial Valuation Service for Cascade County FY 2018/2019, FY 2019/2020 & FY 2020/2021. Total Amount: \$12,750

Added Item(s):

Chairman Briggs stated that a policy on Technology Purchasing and Procurement was brought to the attention of the Commission. This item will be added to the consent agenda.

Carey Ann Haight, Deputy County Attorney, brought a contract forward for the repair to the jail. This contract provides a refer for food storage during the temporary mobile kitchen use. This item will be added to the consent agenda.

Adjournment: Chairman Briggs closed the work session meeting at 2:30 p.m.

May 14, 2019

Agenda Item #1

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Memorandum of Understanding
for Resident Deputy Housing

INITIATED & PRESENTED BY: Undersheriff Cory Reeves, Sheriff's Office
Captain Scott VanDyken, Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-45

BACKGROUND:

The Memorandum of Understanding is between the Sun River Valley School District No.55 and the Cascade County Sheriff's Office. The Sun River Valley School District No. 55 will provide housing for a resident deputy in Sun River.

TERM: July 1, 2019 - June 30, 2020.

COST: Cascade County Sheriff's Office Cost: \$1.00

RECOMMENDATION: Approval of Contract #19-45

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chairman, I move that the Commission **APPROVE** Contract #19-45, Memorandum of Understanding by and between Sun River Valley School District No. 55 and Cascade County for Resident Deputy Housing

MOTION TO DISAPPROVE:

Mr. Chairman, I move that the Commission **DISAPPROVE** Contract #19-45, Memorandum of Understanding by and between Sun River Valley School District No. 55 and Cascade County for Resident Deputy Housing

May 14, 2019

Agenda Item #2

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: An Improvement Strategy Study for the
Montana Expo Park Livestock Zone

INITIATED AND PRESENTED BY: County Commissioners

ACTION REQUESTED: Approval of Contract #19-55

BACKGROUND:

The purpose of this agreement is to enlist the professional services of Conventions, Sports & Leisure International with participation by Populous, the Great Falls Montana Tourism BID (Visit Great Falls, Montana), community stakeholders and staff of Montana Expo Park to refine the original Study of an Improvement Strategy ("Study") to include additional consideration for the livestock zone at Expo Park. The work includes additional stakeholder outreach, research and analysis on alternate locations for livestock activities; development of revised site layouts, drawings, other visuals; and delivery of a revised Study report draft including the alternate Livestock Zone option. Total professional fees for this work will not exceed \$27,500.

RECOMMENDATION: Approval of Contract #19-55

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-55 an agreement to contract the services of CLS International to conduct additional stakeholder and partner review of the original Study of an Improvement Strategy for Expo Park to analyze alternate option for the Livestock Zone at a price not to exceed \$27,500.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-55 an agreement to contract the services of CLS International to conduct additional stakeholder and partner review of the original Study of an Improvement Strategy for Expo Park.

May 14, 2019

AGENDA #3

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM	Public Meeting for the Staff Report for Preliminary Plat Approval for Taylor Addition Minor Subdivision
INITIATED BY	Michelle Taylor
SUBJECT	Minor Subdivision Preliminary Plat, Taylor Addition, located in the E ½ E ½ NW ¼ and the W ½ W ½ NW ¼ of Section 12, and the SE ¼ SW ¼ and the SW ¼ SE ¼ of Section 1 in Township 19 North, Range 3 East, P.M.M. Cascade County, MT.
EXISTING ZONING	Suburban Residential – 2 (SR-2)
ACTION REQUESTED	Preliminary Plat Approval of Taylor Addition Minor Subdivision
PURPOSE	To create three (3) lots
SURROUNDING LAND USES:	North: Residential South: Residential East: Vacant Pasture West: Residential
RECOMMENDATION	Preliminary Plat Approval of Taylor Addition Minor Subdivision
PRESENTED BY	Michael Stone, Planner

May 14, 2019

Agenda #4

Agenda Action Report
prepared for the
Cascade County Commission

ITEM

**Request for Proposal
Other Post Employment Benefit Valuation**

PRESENTED BY:

Diane Brien Accounting Manager

SYNOPSIS:

On March 22, 2019, a Request for Proposals (RFP) was e-mailed to various accounting firms seeking bids for conducting the Other Post-Employment Benefits Valuation for Cascade County. The deadline for receipt of proposals was 5:00 p.m. on April 19, 2019.

The County received four qualified responses to the RFP:

1. Jefferson Solutions, Inc
2. Bartel Associates, LLC.
3. Cavanaugh MacDonald Consulting
4. Van Iwaarden Associates

The selection committee consisted of: Diane Brien, Accounting Manager
Rina Moore, Clerk and Recorder
Jeff Mora, Human Resources Director

The Scoring was based on a total of 70 points including each category as follows:

- Price (30 points possible)
- Experience with Governments of Similar Size (20 points possible)
- Time Frame to Complete (20 points possible)

The committee unanimously ranked Bartel Associates the highest scoring proposal overall.

The 139 points averaged as follows:	Bartel Associates	70 points
	Jefferson Solutions	70 points
	Van Iwaarden	50 points
	Cavanaugh MacDonald	35 points

Based upon the proposals, the committee believes Bartel Associates has the most experience in performing the OPEB Valuations and has a proven record with Cascade County. Bartel Associates has also successfully completed Cascade County's last three OPEB Valuations the last one being with the new GASB 75 process. Bartel uses a model similar to the state-wide pension reports making it easier to understand.

The committee continues to be impressed with the level of experience, professionalism and attention to detail that Bartel exhibits with their proposals.

The fees for the project are as follows:

- GASB 75 report for 18/19 fiscal year (Roll forward of May 31, 2017) \$2,250
- GASB 75 report for 19/20 fiscal year (Based on full May 31, 2019) \$8,000
- GASB 75 report for 20/21 fiscal year (Roll forward of May 31, 2019) \$2,500
- 3-Year total \$12,750

RECOMMENDATION:

The committee recommends that the Commission select Bartel Associates for the County's OPEB valuation as they had the strongest proposal and proven record. Since Bartel did the valuation for OPEB 75 this past year they are able to use a roll forward method for fiscal year 18/19 which is a lower cost.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

"Mr. Chair, I move that the Commissioners accept the committee's recommendation and accept the proposal from Bartel Associates for Cascade County's 2019, 2020 and 2021 OPEB Valuations and authorize staff to negotiate the contract."

MOTION TO DISAPPROVE:

"Mr. Chair, I move that the Commissioners does not accept the committee's recommendation and accept the proposal from Bartel Associates for Cascade County's 2019, 2020 and 2021 OPEB Valuations."